



## MINUTES

### Parks and Recreation Commission August 21, 2019

1. **Call to Order/Roll Call:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:30 p.m. Commissioners Present: Chair Palmer, Vice Chair Gonzalez, Greenberg, Martinucci, Melendrez, Nigel, Zamattia, and Zastrow. Student Representative Excused: Koshafa. Staff Present: Brewer and Magrini.
2. **PLEDGE OF ALLEGIANCE:** Commissioner Melendrez led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes. **MSC Gonzalez/Melendrez.**
4. **APPROVAL OF MINUTES:** Minutes from June 19, 2019 were accepted unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT ON ITEMS NOT ON AGENDA:** None.
7. **UNFINISHED BUSINESS:**
  - a. Community Day Final Financial Report, Budget Enhancement, and Sponsorship Packet Update – Superintendent Brewer stated \$71,595 was secured in sponsorships/revenues and discussed funding. She stated expenses were \$72,299. Director Magrini explained that sponsorships levels will be revamped to support this event.
8. **NEW BUSINESS**
  - a. Capital Improvement Budget Appropriation for Tom Lara Field Upgrades – **Director Magrini** stated that staff is partnering the San Bruno Lions Club in their effort to help improve the field and concession stand. The Lions Club in conjunction with the Community Foundation approached to do improvements to the concession stand. The grandstands are not in fantastic shape. City staff is pursuing grant opportunities and other funding sources in order to be able to do this project. **Vice Chair Gonzalez** asked about groups renting the concession stands. **Superintendent Brewer** stated it is difficult to find the non-profits that want to do that anymore. Concession stand was deep cleaned by our custodial staff. Discussion about equipment and remodel.
9. **ITEMS FROM COMMISSIONERS:**
  - a. Report from Community Recognition Award Sub Committee – **Vice Chair Gonzalez** stated the suggestions to get more visibility in order to get more nominations.
  - b. Park Visit Updates – **Commissioner Greenberg** requested clarification about parks that are listed in the Activity Guide. **Chair Palmer and Commissioner Nigel** tried to

- visit Buckeye Park, but main sewer line was being replaced.
- c. Update on National Night Out – **Commissioner Greenberg** attended and stated it was well organized. **Vice Chair Gonzalez** shared where she advertised the event and discussed the evening.

**10. ITEMS FROM STAFF:**

- a. Park Presentation – moved to next month.
- b. Reminder: Annual Report to City Council on November 12 – **Chair Palmer** stated he will take care of this. Everyone is invited to attend. He will prepare something for the October meeting.
- c. Upcoming Summer/Fall Special Events – **Director Magrini** stated that Concerts in the Park continue on Friday nights at 6pm in August and September, Dive In Movies just finished up, Movies in the Park will be on Friday nights in September, Clean Sweep Flea Market is on Sunday, September 8th, Library Homework Center will be opening September 3rd, Coffee with Dads meets every other Thursday in the Children's Library, Jazz Exploration is at the Library on September 9<sup>th</sup>, and the last day to get a free tree through the Circle 3.0 grant program is August 27th with September 13th being the day the tree location flags can be picked up at the Concerts. 105 trees have been signed up for.

- 11. ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:12 p.m.